

TO ALL MEMBERS OF THE PLANNING COMMITTEE

Cllr S. Sach, Cllr E. Harvey, Cllr S. Brooke and Cllr B. Botham

Dear Councillor's,

I hereby summon you to attend a meeting of the **PLANNING COMMITTEE** to be held at the **COUNCIL OFFICE, 13 HIGH STREET, CANVEY ISLAND, SS8 7RB** on **MONDAY 29<sup>th</sup> January 2024** commencing at **5.00 PM** for the transaction of business as set out below.

***Any member who is unable to attend the meeting should send their apologies before the meeting.***

Yours faithfully

Mrs. E. De Can  
Town Clerk

24<sup>th</sup> January 2024

*The Openness of Local Government Bodies Regulations 2014 allows the filming, recording, photographing, or otherwise reporting of those participating in a meeting. Should any member of the public present and does not wish to participate but who objects to being filmed, recorded, photographed, or otherwise reported about please make yourself known to the Town Clerk.*

**A G E N D A**

1. Apologies for absence.
2. To receive declarations of interest in items on the agenda.
3. Public forum - To receive contributions from members of the community of Canvey Island on items on the agenda for a period not exceeding ten minutes.
4. To confirm and sign as a true record the minutes of the Committee meeting held on Monday 27<sup>th</sup> November 2023
5. To consider and comment on Planning Applications –
  - 23/0709/FUL – 33 Southfalls Road Canvey Island Essex SS8 7QA – Change of use from residential (use change C3) into a children's care home (use class C2)